



SACHI A. HAMAI
EXECUTIVE OFFICER

COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

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MEMBERS OF THE BOARD

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August 11, 2009

ADOPTED

BOARD OF SUPERVISORS
COUNTY OF LOS ANGELES

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

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August 11, 2009

Sachi A. Hamai
SACHI A. HAMAI
EXECUTIVE OFFICER

Dear Supervisors:

CONFLICT OF INTEREST AND DISCLOSURE CODE (ALL DISTRICTS) (3-VOTES)

SUBJECT

ADOPTION OF CONFLICT OF INTEREST AND DISCLOSURE CODES.

IT IS RECOMMENDED THAT YOUR BOARD:

Approve the Conflict of Interest and Disclosure Codes for Ingenium Schools/Barrack Obama Charter School; Assessor; Burbank-Glendale-Pasadena Airport Authority; Community Development Commission/Housing Authority; Paramount Unified School District; and the Registrar-Recorder/County Clerk to be effective the day following your Board's approval.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommendations are necessary in order to comply with the provisions of the Political Reform Act of 1974. In accordance with the Act, the Board of Supervisors must approve a Conflict of Interest and Disclosure Code for each local government agency for which the Board of Supervisors is the code reviewing body.

Pursuant to Government Code Section 87300, every agency must adopt and promulgate a Conflict of Interest and Disclosure Code that, as the code reviewing body for Los Angeles County, the Board of Supervisors must approve before the code can then take effect. In addition, pursuant to Government Code Section 87306, agencies are required to amend their Conflict of Interest Codes when such amendments are necessitated by changed circumstances.

Implementation of Strategic Plan Goals

Approval of the attached codes broadly supports the County Strategic Goal of Workforce Excellence.

The proposed Conflict of Interest and Disclosure Codes have been thoroughly reviewed and approved by the code review staff in accordance with the procedures established by your Board.

FISCAL IMPACT/FINANCING

Local governmental agencies must have a Conflict of Interest and Disclosure Code in which designated employees are required to disclose financial interests at a level appropriate to their decision-making authority. These employees make or participate in the making of decisions that may have a foreseeable material effect on a financial interest. Adoption of a Conflict of Interest and Disclosure Code deters potential conflicts of interest, thereby averting misuse of public funds.

The recommended action has no effect on budget revenues and expenditures.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

The code review staff recommends that your Board approve the Conflict of Interest and Disclosure Codes for the agencies listed below, pursuant to Government Code Section 87300.

NEW AGENCY:

(Ingenium Schools/Barrack Obama Charter School)

- This is a Nonprofit Public Benefit Corporation. The Agency has adopted by reference Regulation 18730 (2 California Code of Regulations, Sections 18730) as it's Conflict of Interest Code and they will be adopting the County's Model Code & Disclosure Categories.
- The agency has designated the following positions as code filers: Board of Trustees; Executive Director; Business Manager; Principal; and Consultants.

The Honorable Board of Supervisors

August 11, 2009

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SUBSTANTIVE CHANGES:

(Assessor, Los Angeles County)

- Modifies the Incorporation Page to reflect the position that will file directly with the Board Executive Office.
- Deletes Administrative Assistant I and Administrative Assistant II from the code due to reorganization.

(Burbank-Glendale-Pasadena Airport Authority)

- Modifies the Incorporation Page to reflect those positions that will file directly with the Board Executive Office.
- Changes the title of one (1) position.
- Adds Senior Deputy Executive Director; and Director of Information and Communications Technologies to the code.

(Community Development Commission/Housing Authority)

- Modifies the Incorporation Page to reflect those positions that will file directly with the Board Executive Office.
- Modifies disclosure categories by omitting the definitions of investments, business positions and income.
- Adds two (2) new disclosure categories to Exhibit "A" and rennumbers an existing category.
- Positions under Public Officials Who Manage Public Investments have been removed and are now code filers.
- Revises the code by adding, deleting, and changing the titles of numerous positions in the code due to organizational changes in the intervening years since the last code revision.

(Paramount Unified School District)

- Modifies the Incorporation Page to reflect those positions that will file directly with the Board Executive Office.
- Category 5 has been amended to reflect the position that will determine the level of disclosure for consultant.
- Deletes Assistant Director of Operations from the code due to reorganization.
- Changes the title of one (1) position.
- Adds Accounting Budget Supervisor; Buyer; Director of Facilities; Director of Personnel; Director of Technology; Director-C&L, Special Education/Early Childhood Education; and Director-Curriculum, Instruction & Projects to the code

(Registrar-Recorder/County Clerk)

- Modifies the Incorporation Page to reflect the position that will file directly with the Board Executive Office.
- Changes the title of two (2) positions.
- Expands the disclosure of one (1) position.
- Adds Administrative Services Manager III; Assistant Division Manager, Registrar-Recorder/County Clerk (Management Services Branch); Accounting Officer III; Administrative Services Manager II (Contracts Manager); Administrative Services Manager II (Procurement Manager); and Fiscal Officer I to the code.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

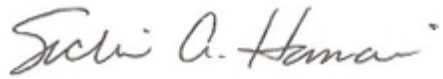
Approving the attached Conflict of Interest and Disclosure Codes for these agencies will further the purposes of the Political Reform Act of 1974 and will require the individuals designated in each agency's code to disclose appropriate economic interests in their Statements of Economic Interests.

The Honorable Board of Supervisors

August 11, 2009

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Respectfully submitted,

A handwritten signature in cursive script, reading "Sachi A. Hamai".

SACHI A. HAMAI

Executive Officer, Board of Supervisors

SAH:DG:kw

Enclosures

c: Chief Executive Officer
County Counsel

Conflict of Interest Code
of the

INGENIUM SCHOOLS/BARRACK OBAMA CHARTER SCHOOL

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations,
Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head, or his or her designee. The agency shall make and retain a copy of all statements filed by its Board of Trustees Members and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

INGENIUM SCHOOLS/BARRACK OBAMA CHARTER SCHOOLS

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

INGENIUM SCHOOLS/BARRACK OBAMA CHARTER SCHOOLS

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Member, Board of Trustees	1, 2, 3
Executive Director	1, 2, 3
Business Manager	4
Principal	2, 3
Consultants	5

EFFECTIVE:

Conflict of Interest Code
of the

ASSESSOR

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by the Assessor and forward the originals of such statement to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

ASSESSOR

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

ASSESSOR

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Assessor	1, 2, 3
Assistant Assessor	1, 2, 3
Chief Deputy, Assessor	1, 2, 3
Administrative Assistant III	4
Administrative Assistant IV , Assessor	4
Administrative Services Manager I	1, 4
Administrative Services Manager II	1, 4
Administrative Services Manager III, Assessor	1, 2, 3
Appraiser	1, 2, 3
Appraiser Trainee	1, 2, 3
Appraiser Specialist I	1, 2, 3
Appraiser Specialist II	1, 2, 3
Asst. Property Assessment Specialist	1, 2, 3
Chief Appraiser	1, 2, 3
Chief, Management Services, Assessor	1, 2, 3
Chief, Systems Division, Assessor	4
Information Systems Supervisor I	4
Information Systems Supervisor II	4
Director, Assessor's Operations	1, 2, 3
Personnel Officer, Assessor	4
Principal Appraiser	1, 2, 3
Principal Property Assessment Specialist	1, 2, 3
Property Assessment Specialist	1, 2, 3
Senior Property Assessment Specialist	1, 2, 3
Special Assistant, Assessor	1, 2, 3
Staff Assistant II	1, 2, 3
Supervising Administrative Assistant II	1, 4
Supervising Appraiser	1, 2, 3
Supervising Cadastral Engineer III	4
Supply Officer I	4
Consultants	5

EFFECTIVE:

Conflict of Interest Code
of the

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioners and Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interests in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the Cities of Burbank, Glendale and Pasadena or within two miles of any land owned or used by the Airport Authority including the Burbank-Glendale-Pasadena Airport.

CATEGORY 2

Persons in this category shall disclose all income from and investments and business positions in businesses of a type that provide, manufacture or sell services, supplies, provisions or other property of a type utilized by the agency.

CATEGORY 3

Persons in this category shall disclose all business positions, income from and investments in business (including gifts and loans) that utilize, lease, or rent airport facilities or properties.

CATEGORY 4

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interests in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interests shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Commissioners	1, 2, 3
Executive Director/Assistant Secretary	1, 2, 3
Senior Deputy Executive Director	1, 2, 3
Deputy Executive Director	1, 2, 3
Director of Operations & Maintenance	1, 2, 3
Director of Administrative Services	1, 2, 3
Director of Engineering & Planning	1, 2, 3
Director of Public Safety	2, 3
Director of Noise & Environmental Programs	1, 2, 3
Director of Financial Services	1, 2, 3
Director of Contracts and Properties	1, 2, 3
Director of Information and Communications Technologies	2, 3
Manager, Purchasing	2, 3
Consultants	4

Officials Who Manage Public Investments

It has been determined that the positions shown below manage public investments and will file a Statement of Economic Interests pursuant to Government Code Section 87200, et seq.

Commissioner/ Treasurer
Commissioner / Auditor

EFFECTIVE:

Conflict of Interest Code
of the

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

Incorporation of FPPC Regulation 18730
(2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Commissioner Members and the Executive Director and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from:

Business entities or persons that are subject to inspection or enforcement action by the designated positions in their capacity as employees of the Commission/Housing Authority.

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "A" (Continued)

CATEGORY 6

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from:

Business entities that are subject to inspection or enforcement action by the designated positions in their capacity as employees of the Commission/Housing Authority under provisions of the California Vehicle Code Section 11205.

CATEGORY 7

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "B"

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Commissioner	1, 2, 3
Executive Director	1, 2, 3
Assistant Executive Director	1, 2, 3
Director, Admin. Services/Human Resources	1, 2, 3
Director, Assisted Housing Division	2, 3
Director, Community Development Block Grant	1, 2, 3
Director, Construction Management	4, 5
Director, Economic Redevelopment	1, 2, 3
Director, Financial Management	1, 2, 3
Director, Housing Development & Preservation	1, 4, 5
Director, Housing Management	1, 2, 3
Assistant Director, Housing Management	1, 2, 3
Manager, Executive Office of Budget	4
Manager, Admin. Services/Central Services	1, 2, 3
Manager, Admin. Services/Human Resources	2, 3
Manager, Admin. Services/IT	4
Manager, Assisted Housing Division	2, 3
Manager, Community Development Block Grant	1, 2, 3
Manager, Construction Management	4, 5
Manager, Economic Redevelopment	1, 2, 3
Manager, Accounting	2, 3

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "B" (Continued)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Manager, Housing Development & Preservation	1, 4, 5
Manager, Housing Management	2, 3
Fraud Investigator-Consultant	5
Project Area Committee Member (PAC)	1, 2, 3
Consultant	7
Accountant IV - Investments Supervisor, Financial Management	2, 3
Development Specialist, HM Carmelitos	4
Risk Manager	1, 2, 3
Employee Benefit Officer	4
Risk Management Analyst II	4
Maintenance Superintendent, HM	4
Maintenance Scheduler	4
Maintenance Supervisor	4
Senior Architect	5
A & D Supervisor	5
Unit Supervisor	5
Inspection Supervisor	5
Labor Compliance Supervisor	5
Labor Compliance Monitor	5
Housing Development and Preservation Assistant Manager	1, 2, 3

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "B" (Continued)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Furniture and Space Planning Director	4
Fleet Supervisor	4
Purchasing Supervisor	4
Print Shop Supervisor	4
Admin. Services/Information Technology Information Systems IV – Supervisor	4
Admin. Services/Information Technology Information Systems III – Supervisor	4
Admin. Services/Information Technology Information Systems I – Procurement Specialist	4
Admin. Services/Information Technology Analyst	4
Program Director, Office of Community and Educational Partnership	4, 7
Development Specialist III	6
Traffic Violators School Monitoring Program Director	6
Traffic Violators School Monitoring Program Specialist III	6
Traffic Violators School Monitoring Program Specialist II	6
Traffic Violators School Monitoring Monitor	6
Analyst II, Traffic Violators School Monitoring	6

COMMUNITY DEVELOPMENT COMMISSION/HOUSING AUTHORITY

EXHIBIT "B" (Continued)

<u>DESIGNATED POSITIONS</u>	<u>DISCLOSURE CATEGORIES</u>
Contract and Procurement Supervisor	4
Procurement Specialist	4
Emergency and Security Coordinator	4
Development Specialist V, Senior Loan Administrator	2, 3

EFFECTIVE:

Conflict of Interest Code
Of the

PARAMOUNT UNIFIED SCHOOL DISTRICT

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, are hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

All officials and employees required to submit a statement of economic interests shall file their statements with the agency head; or his or her designee. The agency shall make and retain a copy of all statements filed by its Governing Board Members, and Superintendent and forward the originals of such statements to the Executive Office of the Board of Supervisors of Los Angeles County.

The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the Superintendent.

PARAMOUNT UNIFIED SCHOOL DISTRICT

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Governing Board Member	1, 2, 3
Superintendent	1, 2, 3
Assistant Superintendent	1, 2, 3
Accounting Budget Supervisor	4
Buyer	4
Director-C&I, Special Education/Early Childhood Education	4
Director-Curriculum, Instruction & Projects	4
Director of Facilities	1, 4
Director of Fiscal Services	1, 4
Director of Operations	4
Director of Personnel	2, 3
Director of Student Nutrition Services	4
Director of Technology	4
Consultant	5

EFFECTIVE:

Conflict of Interest Code
Of the

REGISTRAR-RECORDER/COUNTY CLERK

Incorporation of FPPC Regulation 18730 (2 California Code of Regulations, Section 18730) by Reference

The Political Reform Act (Government Code Section 81000, *et seq.*) requires state and local government agencies to adopt and promulgate conflict of interest codes. The Fair Political Practices Commission has adopted a regulation (2 Cal. Code of Regs. 18730), which contains the terms of a standard conflict of interest code. After public notice and hearing, it may be amended by the Fair Political Practices Commission to conform to amendments in the Political Reform Act. Therefore, the terms of 2 California Code of Regulations Section 18730, and any amendments to it duly adopted by the Fair Political Practices Commission, is hereby incorporated into the conflict of interest code of this agency by reference. This regulation and the attached Appendices (or Exhibits) designating officials and employees and establishing economic disclosure categories shall constitute the conflict of interest code of this agency.

Place of Filing of Statements of Economic Interests

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The agency shall retain the originals of statements for all other Designated Positions named in the agency's conflict of interest code. All retained statements, original or copied, shall be available for public inspection and reproduction (Gov. Code Section 81008).

REGISTRAR-RECORDER/COUNTY CLERK

EXHIBIT "A"

CATEGORY 1

Persons in this category shall disclose all interest in real property within the jurisdiction. Real property shall be deemed to be within the jurisdiction if the property or any part of it is located within or not more than two miles outside the boundaries of the jurisdiction or within two miles of any land owned or used by the agency.

Persons are not required to disclose property used primarily as their residence or for personal recreational purposes.

CATEGORY 2

Persons in this category shall disclose all investments and business positions.

CATEGORY 3

Persons in this category shall disclose all income and business positions.

CATEGORY 4

Persons in this category shall disclose all business positions, investments in, or income (including gifts and loans) received from business entities that manufacture, provide or sell service and/or supplies of a type utilized by the agency and associated with the job assignment of designated positions assigned to this disclosure category.

CATEGORY 5

Individuals who perform under contract the duties of any designated position shall be required to file Statements of Economic Interests disclosing reportable interest in the categories assigned to that designated position.

In addition, individuals who, under contract, participate in decisions which affect financial interests by providing information, advice, recommendation or counsel to the agency which could affect financial interest shall be required to file Statements of Economic Interests, unless they fall within the Political Reform Act's exceptions to the definition of consultant. The level of disclosure shall be as determined by the executive officer (or head) of the agency.

REGISTRAR-RECORDER/COUNTY CLERK

EXHIBIT "B"

<u>Designated Positions</u>	<u>Disclosure Categories</u>
Registrar-Recorder/County Clerk	1,2,3
Chief Deputy	1,2,3
Assistant Registrar-Recorder/County Clerk	1,2,3
Executive Assistant (Executive Liaison)	1,2,3
Departmental Human Resources Manager II	2,3
Information Technology Manager II	4
Division Manager, Registrar-Recorder/County Clerk	4
Head, Management Services	4
Administrative Services Manager III	4
Assistant Division Manager, Registrar – Recorder / County Clerk (Management Svcs Branch)	4
Accounting Officer III	4
Administrative Services Manager II (Contracts Manager)	4
Administrative Services Manager II (Procurement Manager)	4
Information Systems Supervisor II	4
Fiscal Officer I	4
Consultant	5

EFFECTIVE: